

The City of Lake Forest  
CITY COUNCIL  
*Proceedings of the Monday, November 20, 2017*  
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:30pm, and the City Attorney called the roll of Council members.

Present: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Rummel, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

Absent: Alderman Newman and Alderman Tack.

Also present were: Robert Kiely, Jr., City Manager; Victor Filippini, City Attorney; Catherine Czerniak, Director of Community Development, Elizabeth Holleb, Director of Finance; Susan Banks, Communication Manager; Michael Thomas, Director of Public Works; Pete Siebert, Fire Chief; Sally Swarthout, Director of Parks & Recreation; DeSha Kalmar, Director of Human Resources; Mike Strong, Assistant to the City Manager, along with other members of City Staff.

There were approximately 45 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:30pm

PLEDGE OF ALLEGIANCE was recited by all those present in the Chamber.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Lansing invited all to the tree lighting ceremony on Friday, November 24 in Market Square.

**COMMENTS BY CITY MANAGER**

**A. Community Spotlight**  
**-Country Day School**  
**- Bob Whalen, Head of School**

City Manager Robert Kiely reported that the City is very blessed with many opportunities for education and he introduced Bob Whalen. Mr. Whalen reported that the Country Day School is in its 130<sup>th</sup> year of service in the community. He said that the school has taken a look back at the educational changes over the years and it is very clear that the focus is still on community relationships, and the school continues to marry tradition with innovation. Mayor Lansing wished the best to Mr. Whalen on his impending retirement and thanked him for his service.

**COMMENTS BY CITY CCOUNCIL MEMBERS**

**FINANCE COMMITTEE REPORT**

**1. Elawa Farm Budget Presentation**

Finance Committee Chairman James Morris reported that the Finance Committee was pleased with the financial functions of the Elawa Farm Commission. He introduced Barry Hollingsworth, Chairman of the Elawa Farm Commission. He explained the difference between the Elawa Farm Foundation and the Elawa

Farm Commission, and he gave an overview of the fundraising projects and the proposed two fee changes. The proposed changes include the rental rate for the hay barn and the second is to the Wildlife Discovery Center (WDC), after explaining the two fees he requested that the facility use fee be tabled until a review of the operating agreement can be completed. Mr. Hollingsworth reported that both the Farm and the Wildlife Discovery Center are outgrowing the shared space and both have different missions, and said that the Commission will begin a review process to look at the related agreements that Elawa has with The City of Lake Forest. The City Council had discussion on financial forecasts and the possibility of relocating the Wildlife Discovery Center.

Mayor Lansing asked if there was anyone from the public who wanted to address the Council on this topic. Seeing none, he asked for a motion.

**COUNCIL ACTION: It is recommended that the City Council consider approval, approval with modifications, or rejection of the Elawa Farm Annual Budget and Plan. If rejected, the Elawa Farm Foundation would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index.**

Alderman Moreno made a motion to approve the Elawa Farm Annual Budget and Plan, tabling the Hay Barn rental fee for the Wildlife Discovery Center, seconded by Alderman Reisenberg. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

## **2. Gorton Community Center Budget Presentation**

Finance Committee Chairman James Morris reported that the Finance Committee was also pleased with the financial functions of the Gorton Community Center, and he introduced Barrett C. Davie, Gorton Board Chair. Mr. Davie reported that Gorton is the hub of not-for-profits and philanthropy in the community. He gave an overview of the success factors of the past six years and reviewed the goals for 2018 to include target programming. Mr. Davie credited recent success to Gorton Director, Amy Wagliardo. He then introduced, William Moskoff, Finance Chair. Mr. Moskoff gave an overview of the broad support Gorton has received from across the community. He reported on financials that include a 3.3 million endowment, expected revenue growth and that most of the programming at Gorton is sponsored. The City Council had discussion on the success Gorton has seen over the past six years and that it is another example of exemplary public private partnerships throughout the City.

Mayor Lansing asked if there was anyone from the public who wanted to address the Council on this topic. Seeing none he asked for a motion.

**COUNCIL ACTION: It is recommended that the City Council consider approval, approval with modifications, or rejection of the Gorton Community Center Annual Budget and Plan. If rejected, the Center would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index.**

Alderman Beidler made a motion to approve the Gorton Community Center Annual Budget and Plan, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

Alderman Beidler reported on the Deerpath Golf Course fund raising campaign and that residents can donate to the Deerpath Golf Course by visiting the City's website.

**3. Consideration of an Ordinance approving a Fee Schedule and Ordinance adopting new fees related to Development Activity (First Reading)**

Elizabeth Holleb, Finance Director reported that the fee revisions and proposed new fees were considered at the November 13, 2017 Finance Committee meeting and as part of the budget process. Annually, all departments are asked to review their user fees. A comprehensive fee schedule was provided as Exhibit A to the Ordinance approving a fee schedule, which clearly identifies the proposed fee increases highlighted in yellow and the proposed new fees highlighted in orange. Ms. Holleb reported that fees highlighted in green are not reflective of changes in existing fees; rather, they are clarifications due to a review of City Code and current practices.

The Finance Director stated that City Departments have provided supplemental memos justifying their proposed fee adjustments and new fees. Since new fees require a separate Ordinance to be submitted by the department proposing the new fee and accompany the Ordinance approving the fee schedule. There are two ordinances submitted for City Council consideration at this time; an ordinance approving a fee schedule and an ordinance adopting new fees related to development activity.

Ms. Holleb reported that revenue for the new and increased fees is estimated to be \$5,260 in the General Fund, \$290,000 in the General Fund (transferred to public safety pension funds), \$14,110 in the Parks and Recreation Fund, \$165,233 in the Water Utility Fund and \$24,564 in the Golf Course Fund.

The City Council had discussion on median home values, the percentage of the overall total tax bill that actually comes back to the City (22%), and the decrease of full time employees and how the objective has changed over recent years.

Mayor Lansing asked if there was anyone from the public who wanted to address the Council on this topic. Terry Desmond, 1681 Yale Court, Lake Forest addressed the Council.

Finance Director Elizabeth Holleb reported to the Council that Police and Fire Personnel contribute 9% to the pension fund(s). Seeing no further discussion, Mayor Lansing asked for a motion.

**COUNCIL ACTION: Grant first reading to the proposed ordinances.**

Alderman Moreno made a motion to grant first reading to the proposed ordinances, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

**4. Consideration of an Ordinance Establishing the 2017 Tax Levy (First Reading)**

Elizabeth Holleb, Finance Director, reported that this was first reading of an Ordinance establishing the 2017 tax levy. During City Council workshops held in June and September of 2017, the City Council considered recommendations from its independent actuary related to the funding of police and fire pension costs. Recommendations related to the mortality, salary increase and payroll growth assumptions were approved and incorporated in to the actuarial valuations of both pension funds as of April 30, 2017. The result of these changes was an immediate increase in funding requirements in order to reduce the future annual increases the City has experienced over the past several years.

Ms. Holleb reviewed each of the spreadsheets that were included in the packet for the proposed tax levy for 2017, they included; 1) the tax levy limitations under the tax cap; 2) the tax levy distributed by fund without new growth and allowances distributed; 3) the tax levy by fund with new growth and allowances distributed; and 4) an explanation of the tax increase to an average homeowner.

The tax levy to be approved includes the needs of all City departments, as well as for pensions and debt service requirements. A summary of the proposed levy is as follows:

FUND	Proposed			
	2017 LEVY	2016 Extension	\$ CHANGE	% CHANGE
City General	\$ 14,367,553	\$ 13,913,628	\$ 453,925	3.26%
Pension Funds	5,316,023	4,775,101	540,922	11.33%
Fire Pension PA 93-0689	86,098	64,910	21,188	32.64%
Recreation	1,403,613	1,374,743	28,870	2.10%
Parks	3,124,170	3,059,912	64,258	2.10%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	465,040	440,054	24,986	5.68%
Capital Improvements	816,750	822,000	(5,250)	-0.64%
Library	3,669,016	3,570,809	98,207	2.75%
Library sites	403,026	394,737	8,289	2.10%
Bond Funds	1,521,588	1,429,804	91,784	6.42%
<b>TOTAL TAX LEVY - CITY</b>	<b>\$ 31,297,877</b>	<b>\$ 29,970,698</b>	<b>\$ 1,327,179</b>	<b>4.43%</b>
School District 67- ESTIMATED	\$ 32,747,809	31,822,090	\$ 925,719	2.91%
GRAND TOTAL	64,045,686	61,792,788	\$ 2,252,898	3.65%
<b>Ordinance (exclude Bond Funds)</b>	<b><u>\$62,524,098</u></b>			

Finance Director Holleb stated that the proposed tax levy for 2017 reflects a 4.43% increase over the 2016 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 2.10% property tax cap increase on operating and IMRF pension levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; increases attributable to new construction; and increases in police and fire pension costs as a long-term strategy to managing these State-mandated costs. The average increase to existing residents (using \$800,000 as median home value) is projected to be \$123 or 3.76%.

The City Council had discussion on other taxing bodies, the difference between the City and other communities who have separate park districts and the new Open Gov tool for residents on the City's website as it relates to transparency in the municipality.

Mayor Lansing asked if there was anyone from the public who wanted to address the Council on this topic. Seeing none, he asked for a motion.

**COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2017 Tax Levy.**

Alderman Rummel made a motion to grant first reading of an Ordinance Establishing the 2017 Tax Levy, seconded by Alderman Moreno. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

**5. Approval of Ordinances Abating 2017 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)**

Elizabeth Holleb, Finance Director, reported that staff is seeking first reading of ordinances abating 2017 tax levies and that the proposed Ordinances provide for the abatement of 2017 taxes levied for the various outstanding general obligation Alternate Revenue bond issues. The abatement of these general obligation Alternate Revenue bonds is possible due to the fact these bond funds have an adequate revenue source from water sales, golf fees, sales tax or payments from the U.S. Treasury. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued.

A summary of the proposed tax levy abatements is provided below:

**2017 Debt Service Levy and Abatements**

	<u>Levy per County</u>	<u>TIF</u>	<u>Golf</u>	<u>Water</u>	<u>.5 NHRST</u>	<u>Int Rebate</u>	<u>Net Levy</u>
2009	278,745.00						278,745.00
2010A	0.00						0.00
2010B	172,500.00					(72,385.31)	100,114.69
2010C	461,098.76					(76,870.68)	384,228.08
2011A	139,975.00			(139,975.00)			0.00
2011B	2,676,750.00		(92,967.50)	(2,062,927.50)	(520,855.00)		0.00
2013	533,762.50						533,762.50
2015	464,050.00	(239,312.50)					224,737.50
	4,726,881.26	(239,312.50)	(92,967.50)	(2,202,902.50)	(520,855.00)	(149,255.99)	1,521,587.77
1% L/C	4,774,150.07						

Mayor Lansing asked if there was anyone from the public who wanted to address the Council on this topic. Seeing none he asked for a motion.

**COUNCIL ACTION: Grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues.**

Alderman Morris made a motion to grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

Ray Buschmann reported to the City Council on the Hiawatha line expansion and suggested sending a letter of appreciation and support to Congressman Schneider's office with a copy to IDOT and WisDOT. The consensus was that such a letter should be sent. He also referred to a recent November 7 letter to the City from WisDOT and IDOT on the EA review process. These agencies now plan to host a meeting in early 2018 with municipal leaders and others to communicate results of further analyses being done and to solicit further comment before finalizing the EA. There was some discussion of attendees. He also reported receiving an update on the IDOT WisDOT review process. The City Council had lengthy discussion.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS**

The following people addressed the City Council on the topic of freight trains/third rail issues.

1. Dennis Meulemans, 1100 Sir William Lane, Lake Forest
2. Tom McIntosh, 105 Canterbury Ct, Lake Forest
3. Kathryn Galloway, 525 Greenvale, Lake Forest
4. Nancy Cooley, 1251 Stanford Ct, Lake Forest
5. Michael Mannis, 1680 Yale Ct, Lake Forest
6. Renee Settels, 544 Lexington Drive, Lake Forest
7. Frank Nimesheim, 1111 Pine Oaks Circle, Lake Forest
8. JoAnn Desmond, 1681 Yale Ct, Lake Forest
9. David Tanaka, 1142 Pine Oaks, Lake Forest
10. Carol Dall, 1660 Cornell Ct, Lake Forest
11. Richard Jaworski, 1670 Cornell Ct, Lake Forest
12. Karyn Davidman, from Senator Brad Schneider's office

City Manager Robert Kiely reported that, according to WisDot, additional analyses are being completed to provide more quantitative data regarding noise and vibration impacts. In order to fulfill this request, a capacity analysis will be completed to determine the impact of extending the third rail track and the resulting impact of the project on environmental resources will be evaluated. The noise and vibration analysis is being updated using more detailed information on proposed Amtrak Hiawatha Service operations and potential changes to freight and Metra operations as a result of implementing the Program. The project team obtained current freight volumes and operating patterns, which will allow for more accurate identification of noise and vibration levels where noise and vibration exist. Mr. Kiely stated that information relating to this matter can be found on the City's website.

<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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- 1. Approval of the November 6, 2017 City Council Meeting Minutes**
- 2. Award of Contract for Professional Services on Data Migration to Sharepoint Online (Office 365 Phase II)**
- 3. Award of Contracts for Wi-Fi and Backhaul Replacement and Implementation**
- 4. Approval of a Two-Year Contract Extension with Lake Forest Bank and Trust for Banking Services**
- 5. Consideration of a Recommendation from the Plan Commission in Support of the Final Plat for a 4-Lot Subdivision, the Saunders Estates – Lake Forest Subdivision. (Approval by Motion)**
- 6. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
- 7. Approval of Health Insurance Contract Renewals**

**COUNCIL ACTION: Approval of the seven (7) Omnibus items as presented**

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. The City Council had discussion on item #4 and #5. Mayor Lansing allowed comments from the Public: Dan Sebald, 560 Ivy Ct, Lake Forest addressed the City Council on items #5 and Items #6. Catherine Czerniak, Director of Community Development reported on both items and City Council discussion was held. Mayor Lansing once again asked the City Council if they would like to remove any item or take it separately. Seeing none, Mayor Lansing asked for a motion to approve the seven Omnibus items as presented.

Alderman Moreno made a motion to approve the seven omnibus items as presented, seconded by Alderman Reisenberg. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

*Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

## **ORDINANCES**

## **NEW BUSINESS**

### **1. Consideration of City Decision-Making Parameters**

Robert Kiely, City Manager reported that in 1994, as part of the City's Strategic Planning Process, the City Council formally adopted "Decision-Making Parameters" to memorialize the long-standing representation and decision-making policies of the Governing Body. Since then, the City staff and Council members have periodically reviewed and consistently adhered to the parameters in its governance of the community. Mr. Kiely stated that he and the Mayor thought it would be appropriate to revisit the parameters as we look ahead to future budgetary, land use and service provision challenges.

The City Council had discussion on the matter and will forward any edits or modifications to the City Manager for consideration at a future City Council meeting.

**COUNCIL ACTION: It is recommended that the City Council consider ratification or approval with modifications of the Decision-Making Parameters.**

The City Council did not take action on this item

## **ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**

## **ADJOURNMENT**

There being no further business. Alderman Tack made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:50p.m.

Respectfully Submitted  
Margaret Boyer, City Clerk

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*